

**** NOTICE OF FUNDS AVAILABLE ****

**Call for Investments FFY 2014
(October 1, 2013 – September 30, 2014)**

Pre-Application Technical Assistance Meeting: May 17, 2013

Deadline for Letters of Intent: May 24, 2013

Deadline for Grant Application: June 21, 2013

The West Virginia Developmental Disabilities Council is pleased to announce that it will make available up to **\$50,000** (in total) to fund new projects aimed at improving opportunities for people with developmental disabilities to gain full participation and inclusion in their communities. The Council is an independent State agency established by Executive Order of the Governor in 1972, and is funded by the Federal Administration on Intellectual and Developmental Disabilities (AIDD).

Council Mission

The Council's mission is to assure that West Virginia citizens who have developmental disabilities receive the services, supports, and other forms of assistance they need to exercise self-determination and achieve independence, productivity, integration and inclusion in their community.

Targeted Projects

This notice provides guidance in the development of innovative project ideas and activities for FFY 2014 based on goals and priorities in the areas below. More specifics about each goal area are described in the Council's Five Year State Plan. (The Plan is available at www.ddc.wv.gov/about/Pages/StatePlan.aspx).

- 1. Self-Advocacy:** People who have developmental disabilities will gain skills to take advantage of opportunities and receive necessary supports to a) self-direct their services and supports, and b) positively impact the design of and implementation of services for all people with developmental disabilities. **FFY 2014 Funding Target: Projecting a Positive Personal Image (Goal 1, Objective 1.5).**
- 2. Protection from Abuse, Assuring Safety, and Rights Protection:** The Council will develop strategies to increase the capacity of the West Virginia service system to reduce the risk of abuse and incidence of mistreatment, seclusion, and restraint of individuals with developmental disabilities. **FFY 2014 Funding Targets: Self-Protection Training (Goal 3, Objective 3.1); Training to Prevent Financial Exploitation (Goal 3, Objective 3.2); and Abuse Prevention Training for Non-Disability Professions (Goal 3, Objective 3.4).**

3. **Direct Support Personnel Development and Training:** In collaboration with the State developmental disabilities services authority, related State and local entities, people with developmental disabilities, families, and other advocates, develop and implement a State plan for the recruitment, development, training and retention of qualified direct support professionals. **FFY 2014 Funding Target:** *Implementation of state workforce development plan (Goal 4, Objective 4.2).*
4. **Inclusive Education:** Students with developmental disabilities of all ages and all levels of support needs will have access to quality, inclusive educational opportunities in their neighborhood schools and receive appropriate and timely supports at times of transition. **FFY 2014 Funding Targets:** *Teacher Preparation and Training and Support for Students in Transition (Goal 5, Objectives 5.2 and 5.3).*
5. **Competitive and Valued Employment:** People with developmental disabilities will be employed in the general workforce through the adoption of a State Employment First policy. **FFY 2014 Funding Target:** *Innovative Training (Goal 6, Objective 6.2).*
6. **Accessibility and Accountability in Public Services:** Collaborate with State programs to develop and implement methods to insure that timely and appropriate services and supports are provided to people with developmental disabilities in the most integrated setting, and to identify and meet the needs of people with developmental disabilities who are deemed not eligible or adequately served. **FFY 2014 Funding Targets:** *Studies/reports on Unmet Needs, Quality of Services, and Impact of Lack of Dental Services (Goal 7, Objectives 7.1, 7.2 and 7.4).*

Project Purpose and Outcomes Expected

West Virginia Developmental Disabilities Council projects are time limited and address the Council's goals for supporting people with developmental disabilities in their communities. Proposals for demonstration grant projects are expected to be innovative and propose new ways to design and deliver community based services. Council projects and strategies include training, outreach, applied research, public awareness and education, interagency collaboration, and development of citizen coalitions.

Grant proposals should include strategies for statewide systems improvement and be replicable in other communities. Council funds are limited. **The Council will not fund proposals that address issues that are the obligation by law or regulation of other agencies or organizations. Additionally, the Council does not intend to replace funds that programs expect to lose from other sources.**

Non-Solicited Project Ideas

Organizations may also submit project ideas (and formal proposals) that are not specifically described in this Notice but support the Council's overall mission and State Plan goals. The State Plan can be reviewed on the Council webpage at www.ddc.wv.gov/about/Pages/StatePlan.aspx.

Eligible Organizations

Public and private agencies, universities, and research organizations are eligible to apply. Organizations that receive grant awards from the Council must meet all conditions set forth in the West Virginia Department of Health and Human Resources Grant Agreement and comply with all applicable policies of the WV DD Council. Information about specific legal, fiscal, and administrative rules is available upon request.

Call for Investments Proposal Timeline and Process

1. **Pre-Application Technical Assistance Call-In Meeting:** *Participation at this technical assistance phone conference is optional.* Representatives of interested organizations may call into a technical assistance meeting with Council staff on **May 17, 2013 from 9:30 am until 11:00 am**. The purpose of the meeting is to provide applicant organizations clarifications regarding proposal development. **To participate in this meeting, call (866) 453-5550, then enter participant code 9755253#. There is no pre-registration for this call.** Notes from the meeting will be posted on the WV DD Council webpage. Frequently asked questions and answers from previous TA meetings are also posted on the web site.
2. **Letter of Intent:** *The submission of the Letter of Intent is optional, and the lack of one will not reflect negatively on the evaluation of a complete proposal.* The Letter of Intent provides the applicant organization an opportunity to receive preliminary written feedback on the proposed project. Any interested and eligible organization may submit its project idea to address one or more funding targets listed in this Notice. The Letter of Intent (instructions attached) will include information about the organization's history in supporting people with developmental disabilities and qualifications to carry out the proposed project. **The Letter of Intent must be received no later than the end of the business day May 24, 2013.**
3. **Formal Project Proposal and Application:** The formal application for funding must be an original copy (no faxes), and **received** no later than the end of the business day June 21, 2013. The proposal must include the project budget for one year, goals and objectives, methodology, time-table for activities, information about agency Board of Directors, evaluation plans, and organizational capacity to carry out the proposed project.

Successful proposals will have the potential for statewide applicability and include plans for sustainability of the project beyond the initial investment period (if appropriate).

1. **Awards and Notification:** The WV DD Council intends to approve funding for selected grant project applications on **July 23, 2013**. All applicant organizations will be notified in writing within five working days after the decisions are made. Grant awards are based on the availability of funds and response to this Notice, and the overall State Plan goals of the Council.

Interested parties may obtain copies of the grant application and other related materials by downloading them from the website at: www.ddc.wv.gov. Mail Letters of Intent and Applications to:

**WV Developmental Disabilities Council
110 Stockton Street
Charleston, West Virginia 25387**

Address other questions to Jim Cremeans, Planner, at the DDC (304) 558-4184 or through email at Jim.H.Cremeans@wv.gov.

WV Developmental Disabilities Council
Format for Letter of Intent

*** OPTIONAL ***
FFY 2014

I. Purpose

The **Letter of Intent** provides the potential applicant for grant funds an opportunity to outline a possible proposal and receive preliminary feedback on that idea.

II. Content

The **Letter of Intent** must be typewritten and not exceed **two pages** in length. The following outline is to be followed:

- A. Identification of the **issue** (e.g., self employment) for which the organization is interested in making an application.
- B. Description of the **goals and key objectives to be accomplished** in one year. Description of goals and objectives planned to be accomplished in subsequent years (one or two additional years) if they are necessary for the completion of this project.
- C. Identification of the **anticipated methods to be used** to carry out the project including collaboration with other community organizations. Description of how the results of the project will benefit people with developmental disabilities in achieving greater independence, inclusion, productivity and gain greater control over their own lives in their communities.
- D. Summary of the **anticipated budget** for the project for one year.

Note: Feedback will be given only to those Letters of Intent received by May 24, 2013.

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